



## KENTUCKY REGISTERED SANITARIAN EXAMINING COMMITTEE

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**Matt Rhodes, R.S.**  
Committee Chair

### **Kentucky Registered Sanitarian Examining Committee Meeting Minutes September 14<sup>th</sup> – September 15<sup>th</sup>, 2016 Barren River State Resort Park**

Matt Rhodes called the meeting to order.

Those in attendance for the meeting were: Matt Rhodes, Amy Bryant, Juli Conner, Jeffrey Cornett, and William Gene Thomas.

The committee reviewed the June 1<sup>st</sup> – June 2<sup>nd</sup>, 2016 meeting minutes for final approval and posting on the webpage. Jeffrey Cornett made a motion to accept the minutes. William Gene Thomas seconded the motion. The motion passed 4 to 0.

The committee discussed the need to increase the annual renewal fee from twelve dollars to twenty dollars. After extensive review of the revenue and expenditure report for FY16 provided by the Division of Administration and Financial Management, the committee determined that there was a deficit of \$3,200.00 in annual revenue. The committee decided to move forward with the process of increasing the annual renewal fee. Increasing the annual renewal fee will allow the Registered Sanitarian Committee to support more educational conferences and trainings for Kentucky Environmentalist. Matt stated that he is willing to meet with Laura Begin in Frankfort on behalf of the committee to discuss the process of increasing the annual renewal fee. The committee asked Amy to schedule a meeting with Laura Begin. Amy agreed to contact Laura to set up a meeting for the end of September.

The committee reviewed Section 2 of 902 KAR 10:030 and determined that the KAR needs to be updated from (18) semester hours, to (24) semester hours in the basic physical, chemical, biological, or sanitary sciences. The committee asked Matt to discuss the process of updating Section Two of 902 KAR with Laura Begin.

The committee reviewed the list of approved Environmental Health, Biological Sciences, and Physical Sciences coursework required for RS applicants to sit for the RS Exam. Amy provided an academic transcript sent in from a new applicant for the committee to review and use as an example of what coursework meets the criteria to sit for the RS Exam.

The committee reviewed a drafted voting ballot for the Region A Director and Region B Director positions that serve on the Registered Sanitarian Committee. Matt Rhodes currently serves as the Region B Director and Juli Conner currently serves as the Region A Director. Matt Rhodes and Juli Conner stated that they are willing to serve another term on the RS Committee. The drafted voting ballots were approved by the committee. Amy stated that she will mail the voting ballots to Registered Sanitarians that reside in Region A and Region B. The committee will review the voting results at the next quarterly meeting.

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The committee reviewed the By-Laws of the Registered Sanitarian Examining Committee. The committee reviewed and discussed Article IV Officers. The committee determined that a Vice-Chairman should be elected to perform the duties of the chairman in case of his or her absence. Jeffrey Cornett made a motion to elect William Gene Thomas. Matt Rhodes seconded the motion. The motion passed 4 to 0.

The committee discussed the text books used for the current RS Exam. The committee had some concern about the material in the text books and the material on the RS Exam. The committee discussed whether or not the text books and material on the exam reflect the most current material in environmental health. The committee discussed the validity of the current exam and brought up that many new environmental health topics have come to light since the exam was last revised in April 2013. The committee agreed that the RS Exam should be updated at least every three to five years. The committee decided that they would like to look at updating the RS Exam in FY 2017 or revisit the idea of going with an accredited NEHA Exam. The committee agreed to defer further discussion until the next RS meeting.

The committee discussed services offered to validate exams. The committee discussed the possibility of having an independent agency or institution review the Registered Sanitarian Exam. The committee determined that there are agencies and institutions that offer that service at a cost. The committee asked Matt to send out some inquiries to agencies and institutions regarding their services. The committee agreed to defer further discussion until the next RS meeting.

The committee reviewed the pass/fail rate of individuals that have taken the exam since January 2016. Seven individuals had taken the exam from January 2016. Four individuals passed on the first attempt and three individuals passed on the second attempt. The committee determined that the pass fail rate for individuals that have taken the RS Exam is 57.7% as of August 2016. The committee agreed to review the pass/fail rate for individuals that take the exam in September 2016 through November 2016 at the next quarterly meeting.

The committee reviewed the report of Registered Sanitarians that had not paid or completed contact hour requirements for the 2017 annual renewal period. The committee decided to send those individuals a certified final notice letter with a deadline of September 30<sup>th</sup>.

The committee reviewed new applicants for registration. The Committee Chairman signed off on the application for Brittany Elkins. Juli Conner made a motion to accept the new applicant. William Gene Thomas seconded the motion. The motion passed 4 to 0.

The committee received a request from Aaron Anderson regarding his RS status. Mr. Anderson requested his status be updated to Active. Mr. Anderson was deleted from registration on July 10<sup>th</sup>, 2014 because of failure to pay his annual renewal fee. The committee reviewed Mr. Anderson's RS file and determined that he was sent a certified final notice letter. Upon further review of his file, he had received the certified final notice and failed to respond. Juli Conner made a motion to decline the request. William Gene Thomas seconded the motion. The motion passed 4 to 0.

The committee reviewed the revenue and expenditure report provided by the Division of Administration and Financial Management.

The committee proposed some dates and locations for the upcoming quarterly meeting. The committee decided that Barren River State Resort Park or Rough River State Resort Park would be suitable for the December RS meeting.